1. AGENCY REQUEST NO. STATE OF CALIFORNIA TELECOMMUNICATIONS SERVICE REQUEST (Attach additional information as needed) 2. DATE 3. REQUEST IS SERVICE EQUIPMENT (needs a Form 65) OTHER FOR: DEPARTMENT DIVISION, BUREAU, ETC. PERSON TO CONTACT FOR ACCESS 4. AGENCY INFORMATION E-MAIL ADDRESS TELEPHONE NO. FAX NO. ADDRESS OF PRESENT SERVICE (Include City, Zip Code, Room #'s) ADDRESS OF REQUESTED SERVICE (Include City, Zip Code, Room #'s) C60 Account Number BILLING ADDRESS (Include City, Zip Code, Room #s) TELEPHONE NUMBER(S) INVOLVED UTILITY PRIMARY BILL NO. REQUESTED DATE OF SERVICE GENERAL SERVICES AGENCY CODE Must complete Authorization to Order (ATO) to obtain eligibility prior to first Form 20 request ☐ STATE AGENCY NON-PROFIT & TAX -SUPPORTED LOCAL GOVERNMENT (i.e. city, county) 5. ELIGIBILITY FEDERAL ■ JOINT POWERS AGREEMENT ■ BUSINESS SERVICE ☐ CENTREX SERVICE 6. CHECK TYPE **OF REQUEST** SINGLE LINE KEY SYSTEM SINGLE LINE (s) ISDN (Integrated Services Digital Network) (Describe in Section 7) ACD (Automatic Call Distribution) PBX TRUNKS CALNET CALLING DATA SERVICE LONG DISTANCE LOCAL TOLL CARD (Include TD-907) SERVICE **SERVICE** CELLULAR TELEPHONE OTHER (Please Describe) DGS-TD MASTER CONSULTING CONTRACT BRIEFLY DESCRIBE PRESENT SERVICE (Attach page as needed) BRIEFLY DESCRIBE SERVICE REQUESTED (Attach page as needed.) 7. ADDITIONAL **INFORMATION** SERVING UTILITY TOTAL COST OF REQUESTED SERVICE METHOD OF ACQUISITION NON-RECURRING ☐ PURCHASE ☐ INSTALLMENT PURCHASE RECURRING ☐ RENT ☐ OTHER (Describe) TELEPHONE NO. NAME (PLEASE PRINT) E-MAIL ADDRESS 8. CATR/ATR CALNET: **INFORMATION** ADDRESS CITY STATE ZIPCODE PUBLIC: TITLE DATE SIGNATURE "This request complies with SAM Chapter 4500, and state telecommunications policies."

*SAM = State Administrative Manual *STMM = State Telecommunications Management Manual

*ATR = Agency Telecommunications Representative

STD. 20 Instructions